

DRAFT
RECOMMENDED FORMAT FOR
GROUNDWATER DETECTION MONITORING (GWDM) REPORTS

- I. Executive Summary/Introduction (Not more than 2 Pages)**
 - a. Reason for Report/Objectives: Permit requirements and any special issues
 - b. Report Summary: Permit requirements (Flow/Direction, Contaminants of Concern (COC) parameters, Statistically Significant Increase (SSI) evaluation, Meeting the detection monitoring objectives and referencing the sections of the report)
 - c. Summary Recommendations/Conclusions: No changes (flow and direction consistent with previous years) and SSI. If changes to flow, direction, and SSI, what the changes are, and any recommendations.
- II. Certification Statements by Permittee and Geologist/Engineer (with firm number as applicable)**
- III. GWDM Program Status/Description**
 - a. Site Description (such as Geology Summary) and History/Background (as needed)
 - b. GW Detection Monitoring Network(s)
 - c. Parameters/COCs
- IV. GW Monitoring Events**
 - a. Schedule (Annual or Semi-Annual)
 - b. Inspections (Condition of Monitor Well, Caps, Locks, Signs, and Benchmarks)
 - c. Sampling Procedures (Purging, Blanks, Preservation, Chain of Custody, changes or deviations, etc.)
- V. Data Summary**
 - a. Summary Tables (Potentiometric tables, Parameters/COC -**Minimum Previous 3 years Data**)
 - b. Flow rate and Direction
 - c. Facility Map, Monitoring well location Maps, Potentiometric Map(s)
 - d. SSI Evaluation/Statistics
- VI. Recommendations/Conclusions: SSI/No SSI, current and future recommended changes**
- VII. Data Analysis**
 - a. RCRA Quality Assurance Project Plan (QAPP) Tables D.1.2.and D.1.3. for the Current Year
 - b. Data Quality Objectives (As needed or included as Part of the Analytical Report)
 - c. Current year Analytical Data for Samples including QA/QC Data and Lab Report (Must include case narrative, Lab Accreditation and certification)